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IOTA FIRE PROTECTION DISTRICT OF THE PARISH OF ACADIA, STATE OF LOUISIANA

COMPILED FINANCIAL REPORT

December 31, 2001

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 6/9/0

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VIGE & TUJAGUE

A CORPORATION OF CERTIFIED PUBLIC ACCOUNTANTS

210 WEST VINE P. O. BOX 1006 EUNICE, LOUISIANA 70535

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Accountants' Compilation Report

Board of Commissioners Tota Fire Protection District of Acadia Parish, State of Louisiana Tota, Louisiana

We have compiled the accompanying balance sheets of Iota Fire Protection District No. 1 of Acadia Parish as of December 31,2001 and the related statements of Revenues, Expenditures and Changes in Fund Balance for the year then ended, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. We have not audited or reviewed the accompanying financial statements and accordingly, do not express an opinion or any other form of assurance on them.

In accordance with the Louisiana Governmental Audit Guide and the provisions of state law, we have issued a report, dated March 7, 2002, on the results of our agreed-upon procedures.

Vige & Tujague
March 7, 2002

IOTA FIRE PROTECTION DISTRICT OF THE PARISH OF ACADIA, STATE OF LOUISIANA Combined Balance Sheet All Fund Types and Account Groups December 31, 2001

Governmental Fund Types

Assets	<u>General</u>	Debt <u>Service</u>
Cash / Savings Certificates of Deposit Interest Receivable Land, Buildings & Equipment Other Debits: Amount Available in Debt Service Funds	\$22,054 44,009 332 ~	\$ 14,526 44,894 840
Amount to Be Provided For Retirement of Long-Term Debt	•	<u></u>
Total Assets and Other Debits	<u>\$66,395</u>	<u>\$60,260</u>
LIABILITIES, EQUITY AND OTHER CREDITS		
Liabilities: Bonds Payable	\$	<u>\$</u>
Total Liabilities	\$ -	<u>\$</u> -
EQUITY AND OTHER CREDITS: Investment in General		
Fixed Assets	_	
Fund Balances Unreserved Total Equity and Other Credits	66,395 66,395	60,260 60,260
Total Liabilities, Equity and Other Credits	\$66,395	\$60, <u>260</u>

Account Groups

General Long Term <u>Debt</u>	General Fixed <u>Assets</u>	Totals (<u>Memorandum Only</u>)
\$	\$ - - 473,826	\$ 36,580 88,903 1,172 473,826
60,260		60,260
169,740		169,740
\$230,000	<u>\$473,826</u>	\$830,481
\$230,000	\$	\$230,000
\$230,000	\$ -	\$230,000
•	473,826	473,826
	473,826	126,655 600,481
\$230,000	<u>\$473,826</u>	\$830,481

IOTA FIRE PROTECTION DISTRICT OF THE PARISH OF ACADIA, STATE OF LOUISIANA Combined Statement of Revenues, Expenditures and Changes in Fund Balances All Governmental Fund Types

For the Year Ended December 31, 2001

	General <u>Fund</u>	Debt Service Fund	Totals (Memorandum Only)
Revenues:			_
Intergovernmental Revenues		a .	
Fire Insurance Tax	\$ 8,583	\$ -	\$ 8,583
Grants December Man	1,500	40.066	1,500
Property Tax Total Revenues	<u>38,991</u> 49,074	<u>42,266</u> 42,266_	<u>81,257</u> 91,340
			
Expenditures: General:			
Director Fees	1,800		1,800
Utilities	1,962	_	1,962
Supplies / Repairs	15,302	•	15,302
Insurance	11,179	· •	11,179
Miscellaneous	7,310	-	7,310
Capital Outlay	19,565		19,565
Debt Service:		2 E 2 C C	25 000
Principal Retirement	_	15,000	15,000
Interest and Bank Charges	E 57 - 5 - 5 O	14,763	14,763
Total Expenditures	57,118	29,763	86,881
Excess of Revenues			
Over Expenditures	(8,044)	12,503	4,459
Other Sources:			•
Interest Income	3,520	2,149	5,669
Excess of Revenues and Other	(4,524)	14,652	10,128
Sources over Expenditures			
Fund Balance, Beginning	70,919	45,608	85,450
Fund Balance, Ending	<u>\$66,395</u>	\$60,260	<u>\$95,578</u>

IOTA FIRE PROTECTION DISTRICT OF THE PARISH OF ACADIA, STATE OF LOUISIANA Combined Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual General Fund

For the Year Ended December 31, 2001

	G	eneral Fu	<u>ind</u>
			Variance-
			Favorable
	<u>Actual</u>	<u>Budget</u>	(<u>Unfavorable</u>)
Revenues:			
Intergovernmental Revenues			
Fire Insurance Tax	\$ 8,583	\$ 8,500	\$ 83
	1,500	1,500	-
Grants	38,991	39,000	(9)
Property Tax	49,074	48,500	74
Total Revenues			
Expenditures:			
General:	1,800	1,800	-
Director & Officer Fees	1,962	2,000	38
Utilities	15,302	15,150	(152)
Supplies / Repairs	11,179	11,300	1.21
Insurance	7,310	7,262	(48)
Miscellaneous	19,565	19,568	,
Capital Outlay		57,080	
Total Expenditures	57,118	51,000	
Excess (Deficiency) of Revenues	10 0445	(8,580)	36
over Expenditures	(8,044)	(0,500)	, 50
Other Sources:	2 500	2 E 0 0	20
Interest Income	3,520	3,500	2.0
Excess (Deficiency) of Revenues and	(/E 000) 56
Other Sources over Expenditures	(4,524)	(5,080)) 50
	50.00	20 010	
Fund Balance, Beginning	70,919	<u>70,919</u>	
	1	A ~ E ~ ~ ~ ~	<u>۸</u>
Fund Balance, Ending	<u>\$66,395</u>	<u>\$65,839</u>	<u>\$ 56</u>

PARISH OF ACADIA, STATE OF LOUISIANA Combined Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual Debt Service Fund For the Year Ended December 31, 2001

	<u>Debt Service Fund</u>		
	<u>Actual</u>	<u>Budget</u>	Variance- Favorable (<u>Unfavorable</u>)
Revenues:			
Intergovernmental Revenues			
Fire Insurance Tax	\$ -	\$ -	\$ -
Grants	p- -	-	-
Property Tax	42,266	42,266	<u> </u>
Total Revenues	42,266	42,266	
Expenditures:			
General:			
Director & Officer Fees	_	·	_
Utilities	_	-	
Supplies / Repairs	_		
Insurance	-	- -	
Miscellaneous	-		
Capital Outlay	■		_
Debt Service:			
Principal Retirement	•	15,000	_
Interest and Bank Charges		14,763	<u></u>
Total Expenditures	<u>29,763</u>	29,763	<u> </u>
Excess (Deficiency) of Revenues			
over Expenditures	12,503	12,503	-
A.1 A			
Other Sources:	0 4 4 0	0 4 4 5	
Interest Income	2,149	2,149	- -
Excess of Revenues and Other	14,652	14,652	 -
Sources over Expenditures			
Fund Balance, Beginning	45,608	45,608	
Fund Balance, Ending	\$60,260	\$60,260	<u>\$</u>

INTRODUCTION

As provided by Louisiana Revised Statue Title 40, the fire protection district is governed by five commissioners who are resident property taxpayers of the district. These five commissioners are collectively referred to as the board of commissioners and are appointed by the Acadia Parish Police Jury and the Town of Iota. The members serve terms of two years. Vacancies are filled by the bodies making the original appointments. The fire protection district was created to acquire and maintain buildings, machinery, equipment, water tanks, water hydrants and water lines, and any other such things necessary to provide proper fire prevention and control within the district. The fire district is a component unit of the Acadia Parish Police Jury and it has a concentration of risk in that it is supported by the geographical area of the Town of Iota.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying general purpose financial statements of the Iota Fire District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

B. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the Acadia Parish Police Jury is the financial reporting entity for Acadia Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the Acadia Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

- 1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the police jury to impose its will on that organization and/or
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.

- 2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
- 3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury created the district and is able to exercise influence on the district thru appointments, the district was determined to be a component unit of the Acadia Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the district and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity or on assets owned by the police jury but used by the district.

C. FUND ACCOUNTING

The district uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly effect net expendable available financial resources.

Funds of the district are classified as governmental funds. Governmental funds account for the district's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. Governmental funds of the district include:

- 1. General Fund--the general operating fund of the district and accounts for all financial resources, except those required to be accounted for in other funds.
- 2. Debt Service Fund--accounts for transactions relating to resources retained and used for payment of principal and interest on those long-term obligations recorded in the general long-term obligations account group.

Fixed assets are accounted for in the general fixed asset account group, rather than in the General Funds. No depreciation had been provided on general fixed assets. All fixed assets are valued at historical cost. The

account group is not a fund. It is concerned only with measurement of financial position and does not involve measurement of results of operations.

Long term liabilities expected to be financed from governmental funds are accounted for in the general long-term debt account group. Long-term debt is recognized as a liability of a governmental fund when due.

D. BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operation statements of these funds present increases and decreases in net current assets. The modified accrual basis of accounting is used by the governmental funds. The governmental funds use the following practices in recording revenues and expenditure:

Revenues are recognized in the accounting period in which they become available and measurable. Specifically, ad valorem taxes are mailed to property owners by the Acadia Parish Sheriff in November of each year and are generally collected the following year. The revenues are budgeted to be spent after they are collected. Liens for non payment are generally placed in August of the ensuring year. Fire insurance rebates are recognized in the year collected.

Expenditures

Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable. Principal and interest on long-term debt are recorded in the accounting period that they were paid.

Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid (and any other financing source/use) are accounted for as other financing sources (uses). These transactions are recorded as they take place.

E. BUDGETS

The district uses the following practices:

The proposed budget was prepared on the modified accrual basis of accounting 15 days prior to the beginning of the year. The budget included all amendments and all appropriations lapse at year end.

Revenues

F. BOARD MEMBERS PER DIEM

Board members and officers received the following per diem for their services for the year ended December 31, 2001.

\$ 360
360
360
360
360
<u>\$1,800</u>

G. CASH AND CASH EQUIVALENTS AND INVESTMENTS

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits and those investments purchased with original maturities of 90 days or less.

Under state law, the district may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

Under state law, the district may invest in United States bonds, treasury notes, or certificates. These are classified as investments if their original maturities exceed 90 days; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

H. FIXED ASSETS

Fixed assets are recorded as expenditures at the time purchased or constructed, and the related assets are capitalized (reported) in the general fixed assets account group. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost.

I. COMPENSATED ABSENCES

The district has no employees and therefore has no accrual for compensated absences.

J. LONG-TERM OBLIGATIONS

Long-term obligations expected to be financed from governmental funds are reported in the general long-term obligations account group. Expenditures for principal and interest payments for long-term obligations are recognized in the governmental funds when due.

K. TOTAL COLUMNS ON STATEMENTS

The total columns on the statements are captioned Memorandum only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

2. LEVIED TAXES

The following is a summary of authorized and levied ad valorem taxes:

	Levied
	<u>Millage</u>
General Obligation Bonds	11.49
Maintenance Funding	10.60

4. CASH AND CASH EQUIVALENTS

At December 31, 2001, the district has cash and cash equivalents (book balances) totaling \$115,130 as follows:

Demand deposits / Savings	\$ 36,580
Certificates of Deposit	88,903
	\$125,483

These deposits are stated at cost, which approximates market. Under state law, these deposits (or resulting bank balance) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. At December 31, 2001 the district has \$125,483 in deposits. All deposits are insured by the FDIC or collateralized by security agreements.

5. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance			Balance
	January 1,	•		December 31,
	2001	Additions	Deductions	2001
Land, Buildings	હ			
Equipment	\$ 453,260	\$ 19,565	\$ -	\$ 472,825
Total	<u>\$ 453,260</u>	<u>\$ 19,565</u>	<u>\$</u>	\$ 472,825

6. CHANGES IN GENERAL LONG-TERM OBLIGATIONS

The fire district issued general obligation bonds for the purpose of acquiring buildings, machinery and equipment to be used in giving fire protection to the district. The bonds were issued during 1996, in the amount of \$300,000, to be retired annually in various installment amounts with interest at 6.25% per annum, secured by unlimited ad valorem taxation.

Balance January 1, 2001	\$245,000
Principal Payments	(15,000)
Balance December 31, 2001	<u>\$230,000</u>

The annual requirements to amortize all bonds outstanding at December 31, 2001 including interest payments of \$75,411 are as follows:

2002	28,204
2003	32,132
2004	30,907
2005	29,683
2006	28,510
2007-2011	<u> 155,975</u>
	\$ <u>305,411</u>

7. CONCENTRATION OF RISKS

The district serves citizens of Rural Acadia Parish, Louisiana.

8. ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from these estimates.

VIGE & TUJAGUE

A CORPORATION OF CERTIFIED PUBLIC ACCOUNTANTS

210 WEST VINE P. O. BOX 1006 EUNICE, LOUISIANA 70535

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Independent Accountants' Report on Applying Agreed-Upon Procedures

To the Iota Fire Protection District

We have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which were agreed to by the management of the Tota Fire Protection District and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about Tota Fire Protection District compliance with certain laws and regulations during the year ended December 31, 2001 included in the accompanying Louisiana Attestation Questionnaire. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Public Bid Law

1. Select all expenditures made during the year for material and supplies exceeding \$15,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:221151 (the public bid law)

There were no expenditures in excess of Public Bid Law requirements.

Code of Ethics for Public Officials and Public Employees

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided us with the required list including the noted information.

3. Obtain from management a listing of all employees paid during the period under examination.

The District has no employees.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (3) were also

included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

The District has no employees.

Budgeting

5. Obtained a copy of the legally adopted budget and all amendments.

Management provided us with a copy of the amended budget.

6. Trace the budget adoption and amendments.

We traced the adoption of the original budget to the minutes of a meeting held in December 2000, which indicated that the budget had been adopted by the Board of Directors. The Budget was amended prior to the end of 2001.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more or if actual expenditures exceed budgeted amounts by 5% or more.

We compared the revenues and expenditures of the final budget to actual revenues and expenditures. Actual total revenues and expenditures for the year did not exceed budgeted amounts by more than 5%.

Accounting and Reporting

- 8. Randomly select 6 disbursements made during the period under examination and:
 - (a) trace payments to supporting documentation as to proper amount and payee;

We examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.

(b) determine if payments were properly coded to the correct fund and general ledger account; and

The payments were properly coded.

c) determine whether payments received approval from proper authorities.

Inspection of documentation supporting each of the six selected disbursements indicated approvals from Board of Directors.

9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12 (the open meetings law).

The District is only required to post a notice of each meeting and the accompanying agenda on the door of the district's office building. The regular meetings and agendas are posted once a year and any special meetings were advertised.

Debt

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

We inspected copies of all bank deposit slips for the period under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advance and Bonuses

11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees which may constitute bonuses, advance, or gifts.

The District has no employees.

Our prior year report, dated December 31, 2000, included one comment which has been resolved and is not repeated for December 31, 2001.

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you. This report is intended solely for the use of management of the Iota Fire Protection District and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purpose. However, this report is a matter of public record and its distribution is not limited.

Vige & Tujague March 7, 2002

LOUISIANA ATTESTATION QUESTIONNAIRE (For Attestation Engagements of Government)

VIGE & TUJAGIJE (A Corporation of Certified Public Accountants) P.O. BOY 1008	(Date Transmitted)
EUNICE, LOUISIANA 70535	
	(Auditors)
In connection with your compilation of our finance ended, and as required by Louisiana Revised Standit Guide, we make the following representate compliance with the following laws and regulations such laws and regulations. We have evaluated regulations prior to making these representations.	Statute 24:513 and the Louisiana Governmental tions to you. We accept full responsibility for ou ion and the internal controls over compliance with our compliance with the following laws and
These representations are based on the information completion (representations).	ation available to us as of (date of
Public Bid Law It is true that we have complied with the public lapplicable, the regulations of the Division of Add	
Code of Ethics for Public Officials and Public It is true that no employees or officials have accessive, loan, or promise, from anyone that would 1124.	cepted anything of value, whether in the form of uld constitute a violation of LSA-RS 42:1101-
	Yes[x] No[]
It is true that no member of the immediate family the chief executive of the governmental entity, hafter April 1, 1980, under circumstances that we	has been employed by the governmental entity
Budgeting We have complied with the state budgeting requirement (LSA-RS 39:1301-14) or the budget requirement	V
Accounting and Reporting All non-exempt governmental records are availa for at least three years, as required by LSA-RS	· ·
We have filed our annual financial statements in	n accordance with LSA-RS 24:514, 33:463,
and/or 39:92, as applicable.	Yes [X] No []

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513. Yes [X] No []
Meetings We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.
Yes [X] No []
Debt It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 39:1410.60-1410.65.
Yes[x] No[]
Advances and Bonuses It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-729.
Yes [X] No []
We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.
We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.
SecretaryDate

Robert Walker

Treasurer

_Date

Date